NEWS LETTER

NEW JERSEY DEPARTMENT OF TRANSPORTATION

1035 Parkway Avenue Trenton, New Jersey 08625

March 17, 1967

SO YOU'LL KNOW WHAT'S GOING ON...

This newsletter will be published periodically. Its purpose is simple. To tell you what is happening, who is doing it, why it's being done, where and when and how. There is a need for a newsletter in the new Department of Transportation because you have 5,078 fellow employees now and another thousand employees will join you during the next five years.

WE'RE BIG BUSINESS!

Our Department is entrusted with about $250,000,000 each year to supply transportation for New Jersey residents, industries and visitors. If we were a private-enterprise corporation, like General Motors, and we sold our product of transportation, we would be the 273rd largest corporation in the United States. So we're big business. And important business. As time goes on, we hope this newsletter will expand to report activities in every segment of our Department, and provide a channel through which information can flow both ways -- down from the Commissioner, and up from you. We also have in mind specialized "how to" publications.

HAVE A QUESTION? Call Paul DeHaas!

Paul is your Employee Relations and Services representative and will answer any and all questions concerning work, pay, job openings, procedures, promotional opportunities, civil service, pension, sick time. You name it -- he'll answer it! His number is 292-3059 (Area code 609). Sure, call him collect! (We hope to have a confidential message recording device hooked to his phone so you can call his number and leave a message any hour of the day or night. Watch for this in your next Newsletter.)

ANYONE FOR TRAINING?

Bill Donahue, who heads the Employee Development and Training section, says there's a training program available to just about every employee, that can help sharpen skills and improve chances for promotion. Last year, for example, 95 separate courses were given which were attended by 2,900 men and women. The courses ranged from Automotive Mechanics to Management Principles. Bill reports he hopes to increase the courses by 25 per cent this year. Interested? Write or phone Bill Donahue, 609 - 292-5710.

SPEAKING OF FOREMEN...

The second foremen's management "Academy" will be in session from May 15 to May 26 at the Holiday Inn in West Long Branch to present to them modern management and industrial engineering techniques.

AND OTHER SUPERVISORS...

The Holiday Inn also will be the academic scene for another two-week course for maintenance supervisors, master mechanics, their assistants and supervising garage foremen April 10 - April 21. Subjects will be planning, scheduling, training, communications, leadership, and performance evaluation.

WE'RE ON THE MOVE

What with the creation of the new Department of Transportation and the attendant increases in responsibilities and personnel, the headquarters building just isn't big enough. To make room, some operations which can operate pretty much on their own are being moved to outside quarters. This month will see the following units moved to the Arnold Constable office building in Trenton: Division of Local Government Aid (March 9), Division of Research and Evaluation, Division of Aeronautics and Bureau of Construction Practices.

To the space vacated by Research & Evaluation and Construction Practices (in the shopping center near headquarters) will go the Division of Maintenance and Equipment. Moving is expected to continue until the new Transportation annex building, to be located in the adjacent vacant lot, is constructed in 1969 or 1970.

NEW ASSIGNMENTS

Russell H. Mullen -- Assistant Commissioner for Highways. Herbert A. Thomas, Jr. -- Assistant Commissioner of Public Transportation. Francis R. Gerard -- Director of the Division of Aeronautics.

Bernard M. McGlone -- Acting Director of Administration. Joseph L. Delate, Jr. -- Assistant to Acting Director of Administration. William Donahue -- Acting Training Officer. Arnold M. Hodes -- Acting Supervisor of the Bureau of Industrial Engineering.

Benjamin L. Palumbo -- Executive Assistant to Commissioner Goldberg. David Kessler -- Staff Aide to Assistant Commissioner Mullen.